

EQUITY & DIVERSITY POLICY

SHREEL FOUNDATION



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Equity & Diversity Policy

1. Preamble

- At Shreel Foundation, it is believed that every person deserves equal opportunity and respectful treatment.
- A work environment is maintained where all individuals – staff, volunteers, and beneficiaries – are treated with dignity, regardless of their background.
- Diversity is seen as a strength that adds value to the organization's mission and work.

2. Objective

- The purpose of this policy is to promote equity, respect, and inclusion within all organizational activities and spaces.
- No discrimination is done on the basis of gender, caste, religion, language, disability, or economic and social background.

3. Key Principles

- Everyone is treated equally and respectfully in all activities.
- Discrimination, harassment, or exclusion of any form is not accepted.
- Social, cultural, and personal diversity is acknowledged and welcomed.

4. Practical Implementation

- During recruitment, task distribution, or training, the focus is kept on capability and suitability, not on caste, gender, or background.
- All team members and volunteers are made aware of this policy during orientation or internal discussions.
- In daily work, fair and inclusive practices are followed consciously.

5. Complaint Handling

- If any person feels discriminated against or disrespected, they can share the issue directly with the Secretary or Program In-charge, orally or in writing.
- The issue is listened to carefully and handled with confidentiality and sensitivity.
- Every effort is made to resolve it through mutual understanding and fairness.

6. Responsibilities

- The Secretary is responsible for overall compliance with this policy.
- Program Managers and team leaders support the implementation at field and program level.
- All employees and volunteers are expected to cooperate in maintaining an inclusive environment.

7. Review

This policy remains in practice unless the organization decides to revise it based on experience.

Approved by
Secretary, Shreel Foundation
Dated: 21.05.2024

